



DEPARTMENT OF CORPORATIONS

JOB OPPORTUNITY

Arnold Schwarzenegger, Governor

William P. Wood, California Corporations Commissioner

Sunne Wright McPeak, Agency Secretary

Release Date: November 22, 2004

CLASSIFICATION: CORPORATIONS COUNSEL
Permanent/Full Time – Sacramento or San Francisco

FINAL FILING DATE: December 3, 2004 or until filled

SALARY: \$3834 - \$7386 per month

POSITION LOCATION: Securities Regulation Division
1515 K Street, Sacramento, or
71 Stevenson Street, San Francisco

DUTIES AND RESPONSIBILITIES – The attorney assigned to the Sacramento or San Francisco Office of the Securities Regulation Division (SRD) will have the principal responsibility of reviewing applications for the offer and sale of securities and franchises, and will act as presenting counsel or hearing officer in administrative “fairness” hearings relating to securities offerings. The incumbent will be responsible for negotiating with attorneys for applicants for qualification and registration, in person and by telephone, on issues of law and regulations pertaining to the request for authority to sell securities or franchises in this State. Additionally, the incumbent will serve as a liaison with the Office of Law and Legislation (OLL) assisting OLL staff with a variety of assignments relating to the administration and enforcement of existing law, including legislative analysis, rulemaking, opinions and research. The incumbent will be responsible for drafting and analyzing legislation affecting the Department's administration of various laws and the persons or industries regulated under those laws; providing testimony at legislative hearings; recommending the initiation of projects that involve analysis of legal, economic and social trends that may result in changes in the policies and interpretations of the Commissioner or which lead to proposed legislation; analyzing current legal developments and industry practices; and preparing interpretive opinions at the request of attorneys nationwide.

DESIRABLE QUALIFICATIONS

- ◆ Business law, accounting and/or finance background and interest.
- ◆ Experience in business and transactional work, including a variety of securities offerings involving venture capital, IPO and complex financing arrangements.
- ◆ Ability to work cooperatively and deal effectively with others.
- ◆ Excellent written and verbal communication skills.
- ◆ Well-developed organizational skills.
- ◆ Ability to handle large and varied assignments.
- ◆ Dependability and the ability to adjust to shifting priorities and meeting deadlines.
- ◆ Ability to use personal computers, preferably MS Word and Excel.

WHO MAY APPLY – STATE EMPLOYEES WHO ARE CURRENTLY AT THE CORPORATIONS COUNSEL LEVEL, THOSE WITHIN TRANSFER RANGE OR INDIVIDUALS WITH LIST ELIGIBILITY WHO ARE REACHABLE (IN THE TOP THREE RANKS), AND EMPLOYEES WITH SURPLUS OR SROA STATUS AT THE CORPORATIONS COUNSEL LEVEL ARE ENCOURAGED TO APPLY. For further technical information regarding the position, please contact Tim LeBas at (916) 322-3977 or CALNET 8-492-3977. Please send a completed application to the person and address provided below. (Please include your social security number for eligibility verification and indicate RPA#04-SRD under the job title).

SUBMIT APPLICATION AND RESUME TO: Department of Corporations
Human Resources Office
Attention: Linda Tessmer (04-SRD)
1515 K Street, Suite 200
Sacramento, CA 95814
(916) 324-6271 or CALNET 8-454-6271

RPA 04-SRD ca

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.